



***State of Washington  
Department of Transportation  
Notice to Consultants  
On-Call Engineering Management Services for Urban Corridors  
Organization***

The Washington State Department of Transportation (WSDOT) solicits interest from consultants who wish to be evaluated and included on a list to be considered for On-Call Engineering Management Services (EMS) for Urban Corridors Projects. The projects are all located in the Puget Sound area and include:

- Alaskan Way Viaduct;
- Sound Transit Regional Express;
- I-405;
- I-5 in King County;
- SR 520;
- SR 509;
- SR 518;
- SR 519;
- SR 167 in King County;
- Urban Planning Office; and
- Other related projects in other areas.

In addition to selecting consultants for EMS, firms are given the opportunity to identify and focus on Special Emphasis Areas (SEA) of expertise. The categories of SEA are as follows:

- Tunnels;
- Tolling & User's Value of Time Estimating;
- Cost Risk Assessment;
- Hydraulics; and
- Engineering Economics.

WSDOT reserves the right to amend terms of this Request for Qualifications (RFQ) to circulate various Addenda, or to withdraw the RFQ at any time, regardless of how much time and effort vendors have spent on their responses.

Note: WSDOT will be hosting an open house to provide information on potential consultant projects delivered from UCO. Please watch this web site for notice on date and location of this open house.

**Project Description**

***Engineering Management Services:***

Consultants will provide diverse professional expertise in, but not limited to: civil engineering, project management, systems management, schedule development and reporting, inspection, etc. These individuals would work on specific tasks or help WSDOT staff for a specified



amount of time, working side-by-side with WSDOT staff or other consultants. It is conceivable that consultants may manage other consultants and/or WSDOT staff.

WSDOT intends to award On-Call agreements to all consultants that score at least 75% of the maximum points possible for the EMS. UCO will be managing the On-Call Task Order agreements that will run through December 31, 2007 (approximately 2-1/2 years duration).

*Special Emphasis Areas:*

Firms are given the opportunity to identify expertise specific to the SEA as defined above. Firms submitting may not qualify for the EMS contracts but may qualify for the SEA contracts. In this case, firms that qualify for the SEA only, will be given a contract restricted to SEA only and will not be given a contract for EMS. Firms may submit for multiple SEA.

WSDOT intends to award On-Call agreements to all consultants that score at least 70% of the maximum points possible for the SEA. UCO will be managing the On-Call Task Order agreements that will be for 2-1/2 years duration.

The dollar value for contracts will be as follows:

*Engineering Management Services:*

Firms scoring at least 75% of the maximum points possible will be given a contract. The maximum points possible is 600 (200 possible points per reviewer, three (3) reviewers for this advertisement) so firms must score a minimum of 450 points to be awarded a contract. Firms scoring from 450 to 524 will be award contracts valued at \$5,000,000. Firms scoring from 525 to 600 will be awarded contracts valued at \$10,000,000. The link to the proposed scope of work for the EMS can be found on the first page of this advertisement web site.

*Special Emphasis Areas:*

Firms that qualify for the SEA only, by scoring at least 70% of the maximum points possible in the chosen SEA will be given a contract for SEA only and not EMS. If a firm qualifies for more than one SEA, only one (1) contract will be awarded, but the dollar value will increase. Each SEA that a firm qualifies for will increase the dollar value of the contract by \$5,000,000 for the categories of Tunnels and Tolling & User's Value of Time Estimating and \$1,000,000 for Cost Risk Assessment, Hydraulics, and Engineering Economics. For example, if a firm qualifies for tunnels and hydraulics, than they would be awarded a \$6,000,000 contract specific to those SEA categories. The proposed scope of work for the SEA will be similar to the EMS proposed scope of work but will focus on the SEA for which each consultant qualified.

Firms that qualify for both the EMS and the SEA will given contracts valued at either \$5,000,000 or \$10,000,000, depending upon their score, and those contract values will be increased by each qualified SEA. The dollar value for qualified SEA is \$5,000,000 each for Tunnels and Tolling & User's Value of Time Estimating and \$1,000,000 each for Cost Risk Assessment, Hydraulics, and Engineering Economics. For example, if a firm is awarded an EMS contract valued at \$5,000,000 and qualifies for two (2) SEA, tunnels and hydraulics, than that firm's contract value would be for \$11,000,000.



The selected consultants may be required to provide employees at WSDOT owned or leased facilities for an extended period with short notice given by WSDOT. WSDOT may also request specific employees from outside of the area, and therefore WSDOT will allow up to a maximum of 60-day travel status. No minimum amount of work is guaranteed under these agreements.

Note: Most of the above types of services must be directly related to an engineering project, if not, they must be procured following the personal services procurement requirements Revised Code of Washington (RCW) 39.29.

### **Evaluation Criteria**

Pursuant to state and federal regulations, a qualifications-based selection process will be used to select a consultant for each of these projects. The following information and criteria will be used to evaluate and rank responses. Please note that scoring criteria will only be applied to the proposed prime consultant and will not include proposed sub-consultant experience, etc.:

1. Key Personnel, including potential project or program principals, managers and or program/project delivery specialists' qualifications and work experience on similar projects;
2. Key personnel availability/ability to respond to WSDOT schedules;
3. Key personnel experience with mega projects, WSDOT or equivalent urban corridor settings;
4. Experience with design/build projects;
5. Experience with on-call agreements that have short-notice deadline requirements by client;
6. Special Emphasis Areas; and
7. Past Performance/References.

The link to the definitions and point value for each of the proposed criteria may be found on the first page of this advertisement web site.

NOTE: It is imperative that the consultant reviews the definitions of the scoring criteria. We have included requirements and/or limitations for the information that is being requested.

### **Submittals**

Consultants are invited to submit their Statement of Qualifications at their own cost. WSDOT assumes no obligation of any kind for expenses incurred by any respondent to this solicitation.

The submittal for the EMS is:

- Limited to a total maximum number of thirty (30) sheets,
- Submitted only on single sided (single sided meaning one side only of a single sheet of paper) typed 8.5" x 11" paper (if charts and/or graphs are utilized text must be a readable size font), and
- With type size no smaller than 12 point.

The submittal for the SEA is:



- Limited to a maximum number of three (3) sheets additional per SEA chosen,
- Submitted only on single sided (single sided meaning one side only of a single sheet of paper) typed 8.5" x 11" paper (if charts and/or graphs are utilized text must be a readable size font), and
- With type size no smaller than 12 point.

Your Statement of Qualifications must be broken into two (2) separate packets. Your Statement of Qualifications "Packet A" must consist of:

- Your responses to scoring Criteria 1 through 6 for the EMS; and
- Your three (3) page response(s) to the SEA categories you wish to be considered for (please include your response to the SEA categories in the back of packet "A" behind scoring Criteria 1 through 6.

Your Statement of Qualifications "Packet B" must consist of:

- Your letter of transmittal;
- Your response to scoring criteria 7; and
- Your Submittal Information Packet forms for both the prime and all proposed sub-consultants.

The page limitation does not apply to the front and back covers of "Packet A" and all of "Packet B."

The Statement of Qualifications shall meet the following requirements or will be deemed non-responsive and will not be eligible for consideration of this work:

- Title of the Request for Qualifications, your firm clearly identified on the cover of the submittal Packets "A" and "B", and the letter of transmittal;
- Statement of Qualifications broken into "Packet A" and "Packet B" as indicated above;
- Responsive to all evaluation criteria;
- Meeting page limitations and font size requirements; and
- Meeting submittal deadline submission date.

Materials submitted in response to this competitive procurement shall become the property of WSDOT and will not be returned. All submittals received will remain confidential until WSDOT and the successful Consultants sign the agreements resulting from this advertisement. All submittals are deemed public records as defined in the RCW 42.17.250 to 42.250.340.

Faxed or e-mailed submittals will not be accepted. Four (4) copies of your "Packet A" and one (1) copy of "Packet B", for each category of work in which your firm would like consideration, whether mailed or hand-delivered, must arrive at the following address no later than 5:00 pm on Wednesday, June 15, 2005:

Director, Consultant Services  
Washington State Department of Transportation  
Capital View II Building, 2<sup>nd</sup> Floor



724 Quince Street SE  
Olympia, WA 98504-7323

Any questions regarding this Request for Statement of Qualifications should be directed to Mr. Doyle Dilley at 360-705-7107.

Note: Please be aware that if you mail your submittal utilizing the United States Postal Service (USPS), an additional two (2) working days will be added to the delivery time due to the fact that all State Agency mail must go through an internal Campus Mail system first before it reaches its final destination. Submittals mailed via USPS must account for this added delivery time in order for the submittal to reach the Consultant Services office by the due date and time.

The department has an overall Disadvantaged Business Enterprise (DBE) Goal. The DBE goal for participation will be obtained through a combination race-neutral/race-conscience means as outlined in WSDOT's "Disadvantaged Business Enterprise Program Plan." The department encourages disadvantaged, minority, and women-owned consultant firms to respond.

Persons with disabilities may request this information be prepared and supplied in alternate formats by calling collect 206-389-2839. Persons with hearing impairments may call 1-800-833-6388 (Washington State Telecommunications Relay Service) and ask for 206-515-3683.

Dates of publication in the Seattle Daily Journal of Commerce: Wednesday, May 11, 2005 and Wednesday, May 18, 2005.

Submittal Due Date: Wednesday, June 15, 2005.